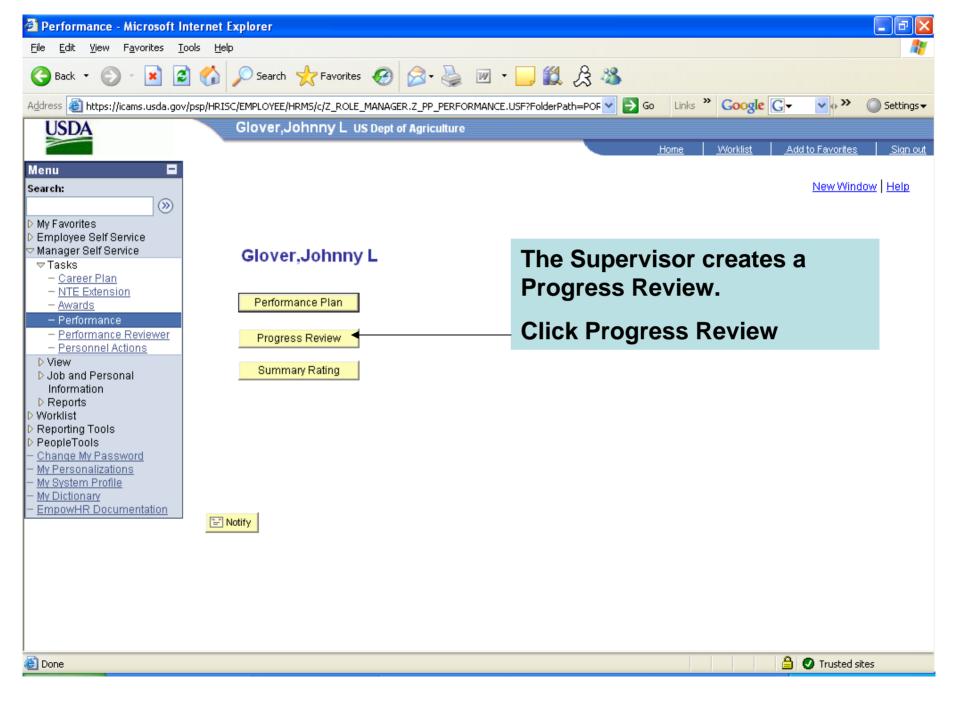
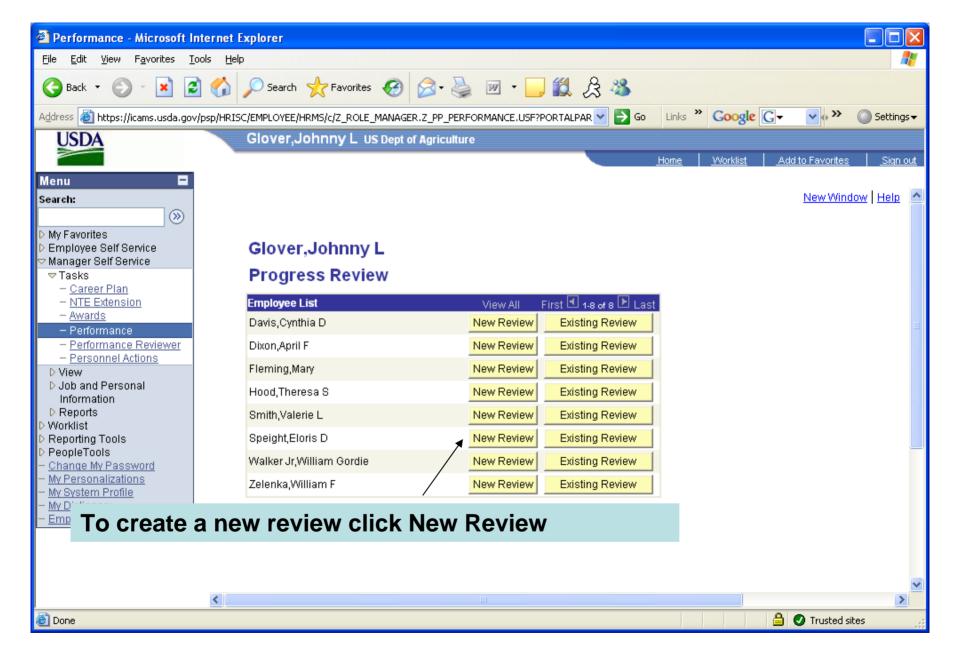
Progress Review:

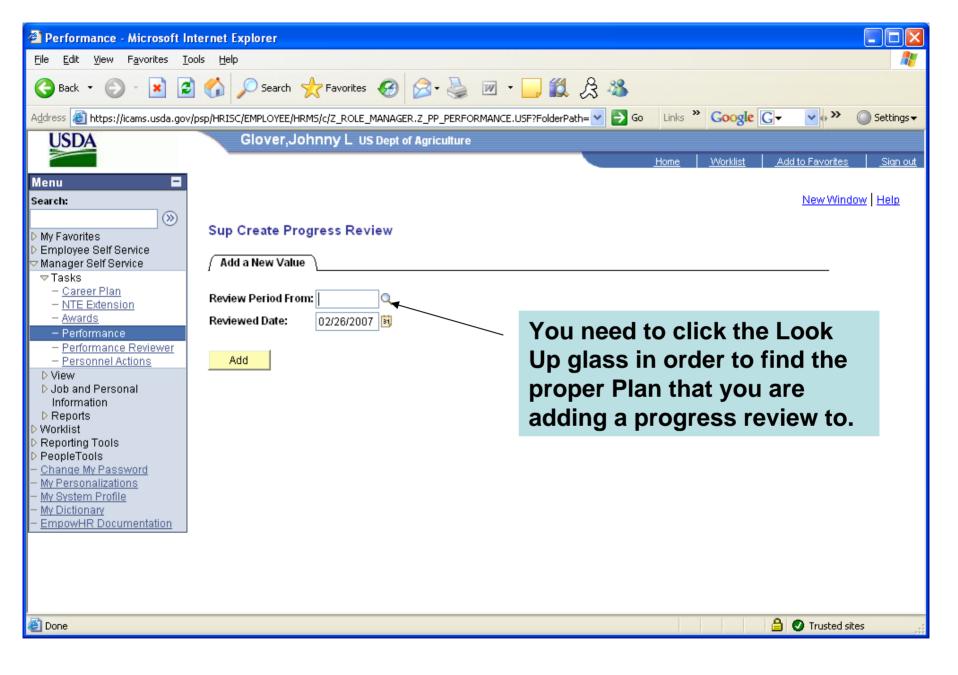
A joint discussion between the Rating Official and the employee regarding the Employee's progress toward achieving the performance standards. It does not involve the issuance of a rating of record. Progress reviews are conducted at least once during a full appraisal period. Normally, these required reviews would be accomplished during the midpoint of the appraisal period. Comments may be entered by the Rating Official and/or the employee.

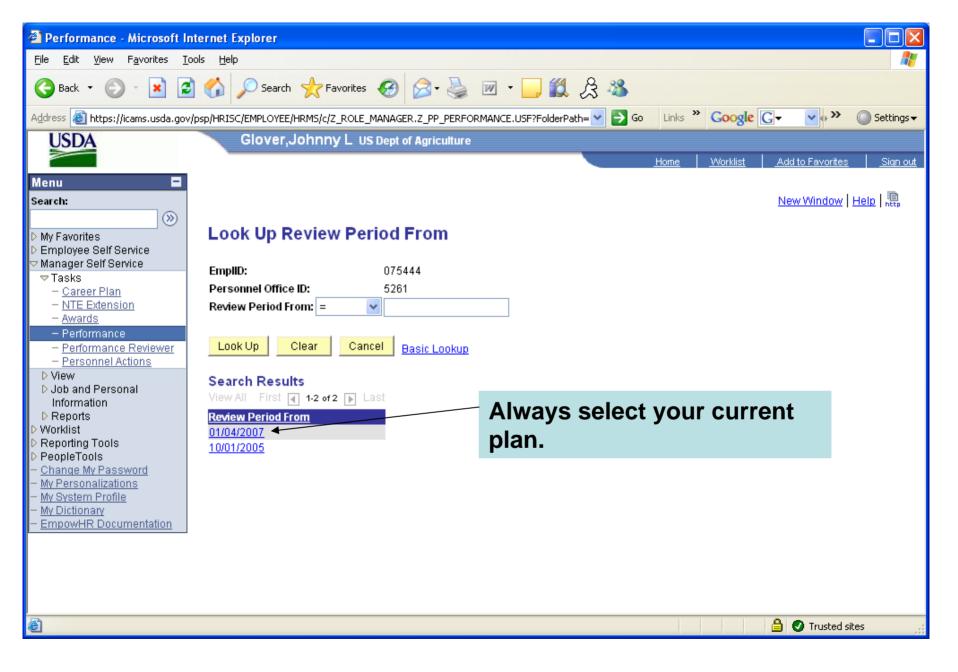
A current plan must have been created and concurred for the Supervisor to add a progress review.

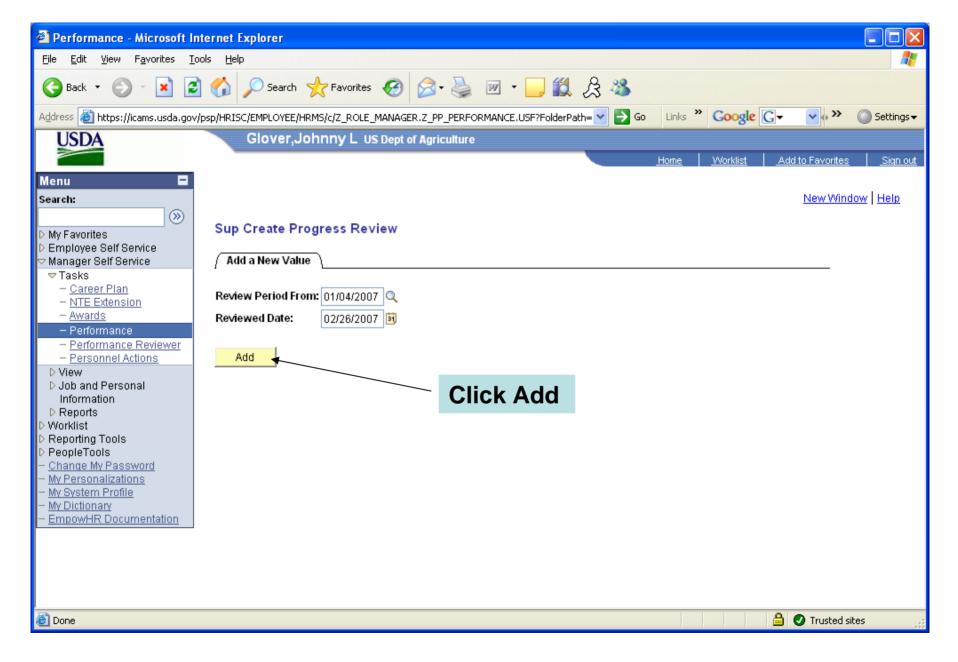
The Supervisor must initiate a review.





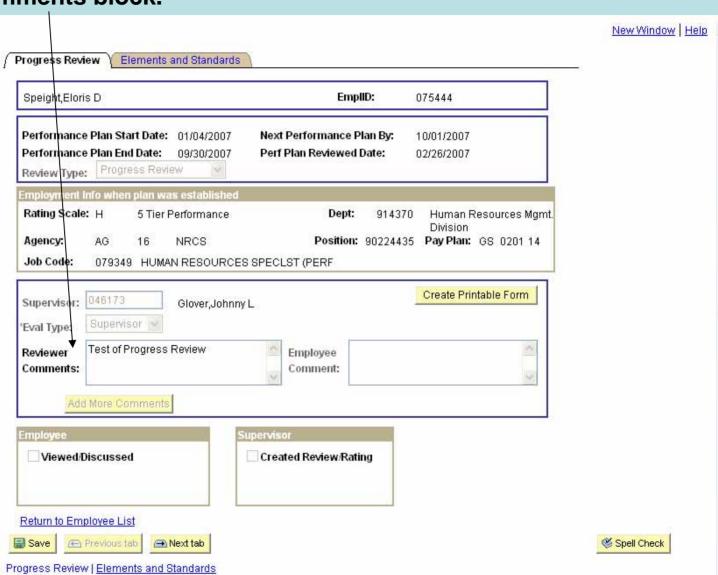




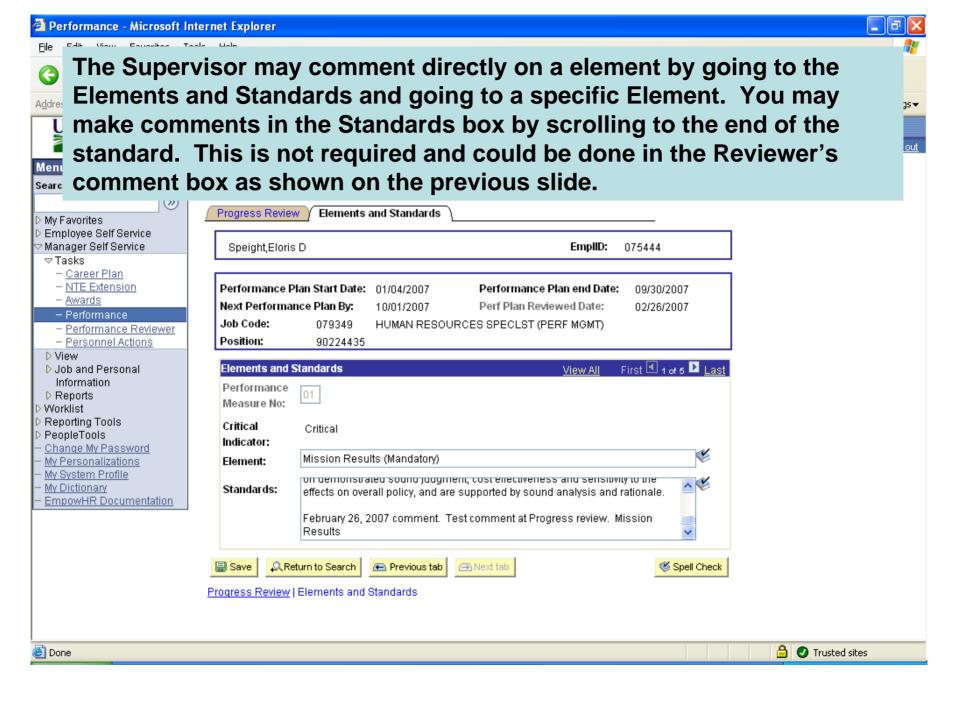


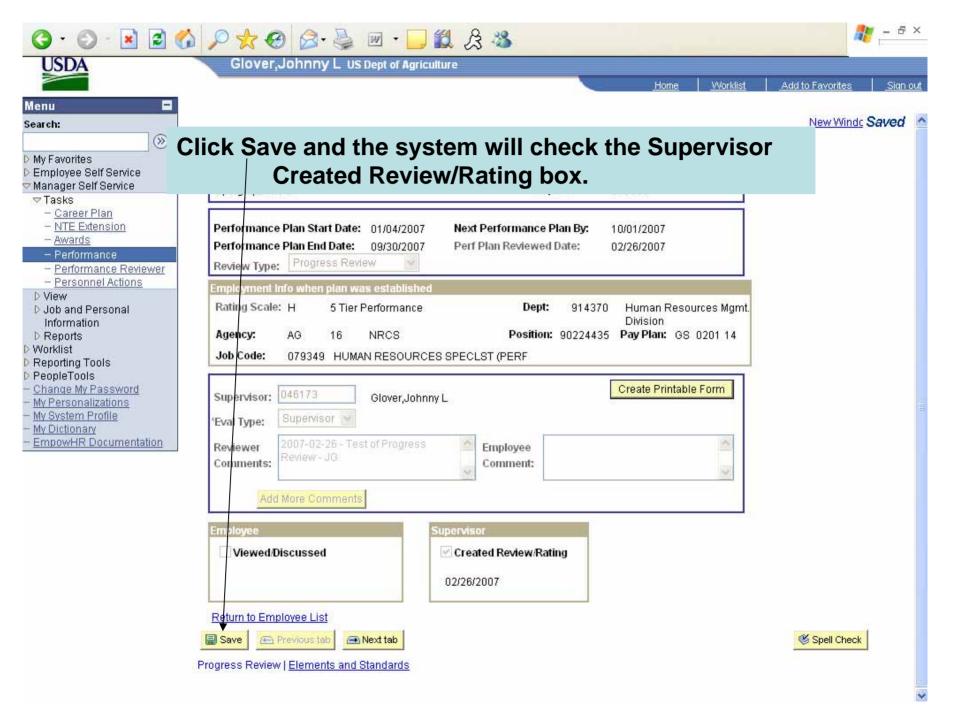
The Supervisor will enter general comments about Progress in the Reviewer Comments block.



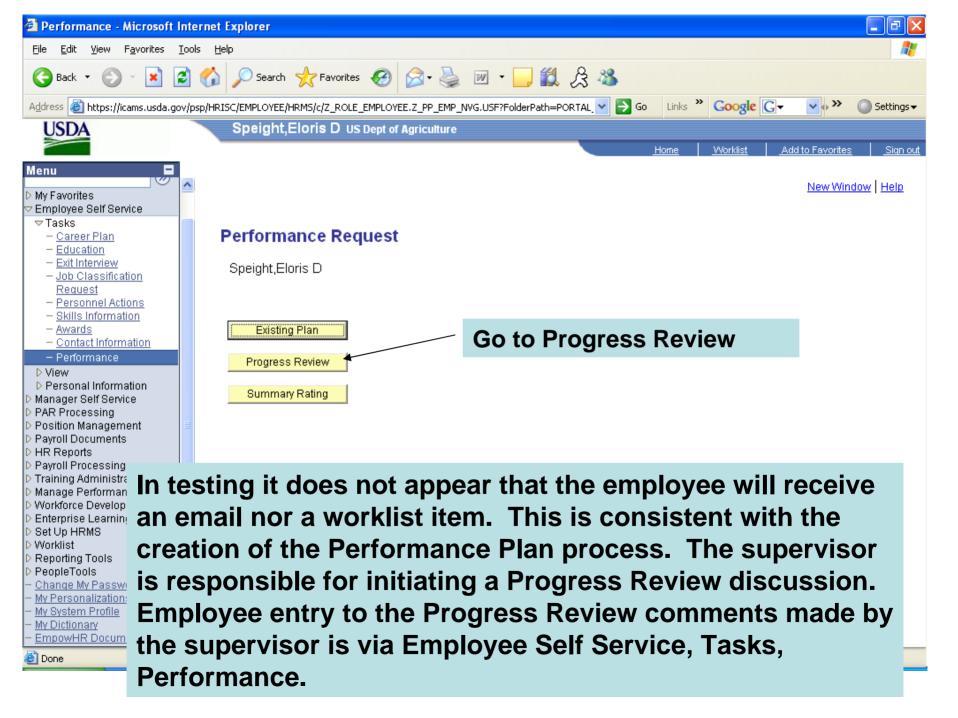


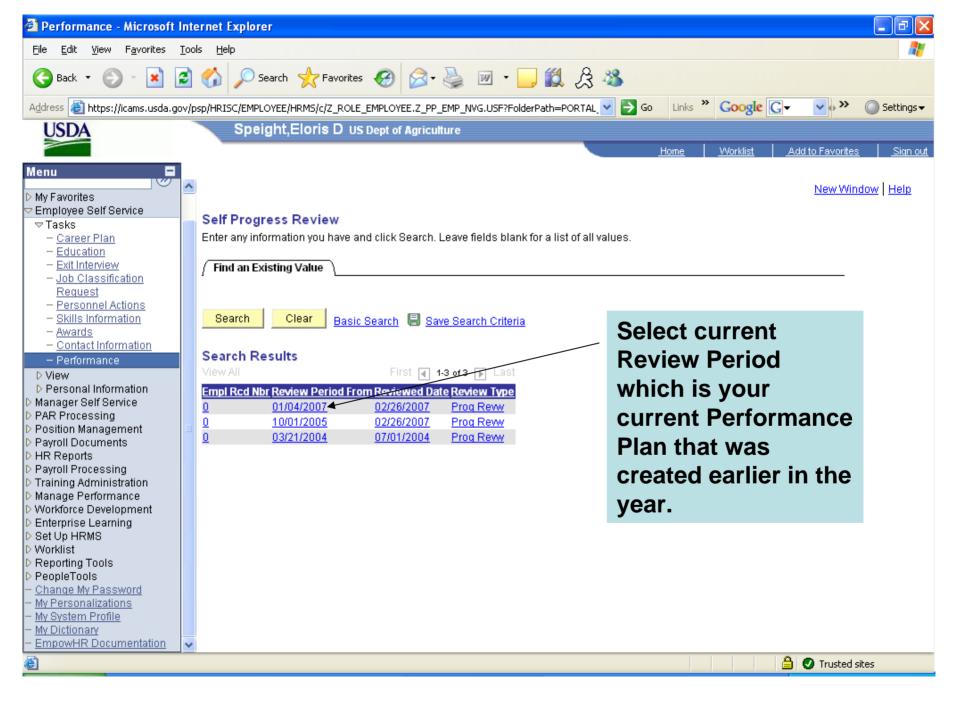
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Employee Review Process for Progress Reviews





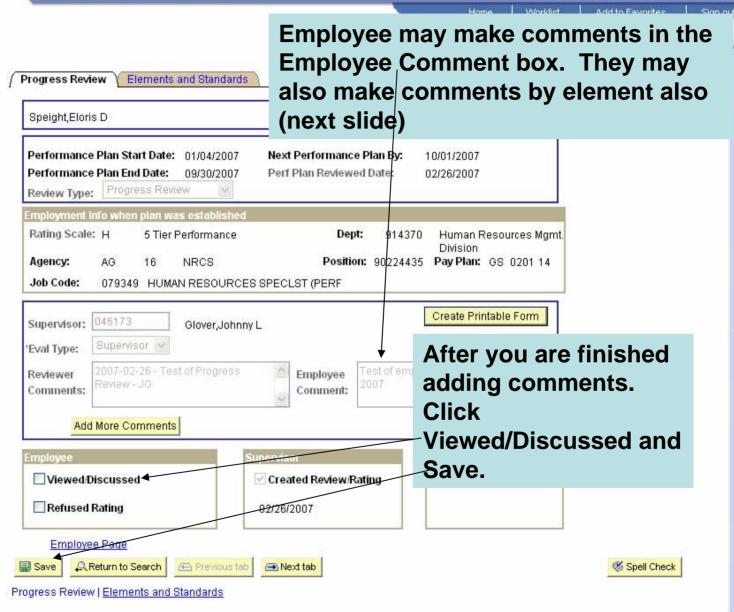






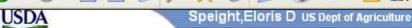
Speight, Eloris D US Dept of Agriculture











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Workforce Development

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Set Up HRMS Worklist

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Reporting Tools



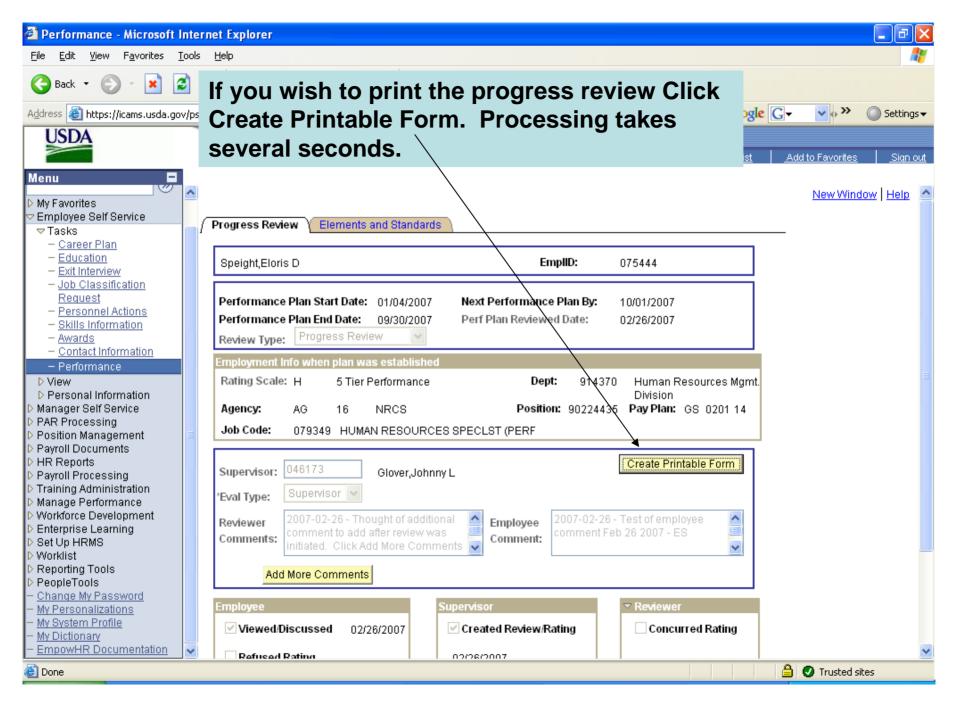
Spell Check

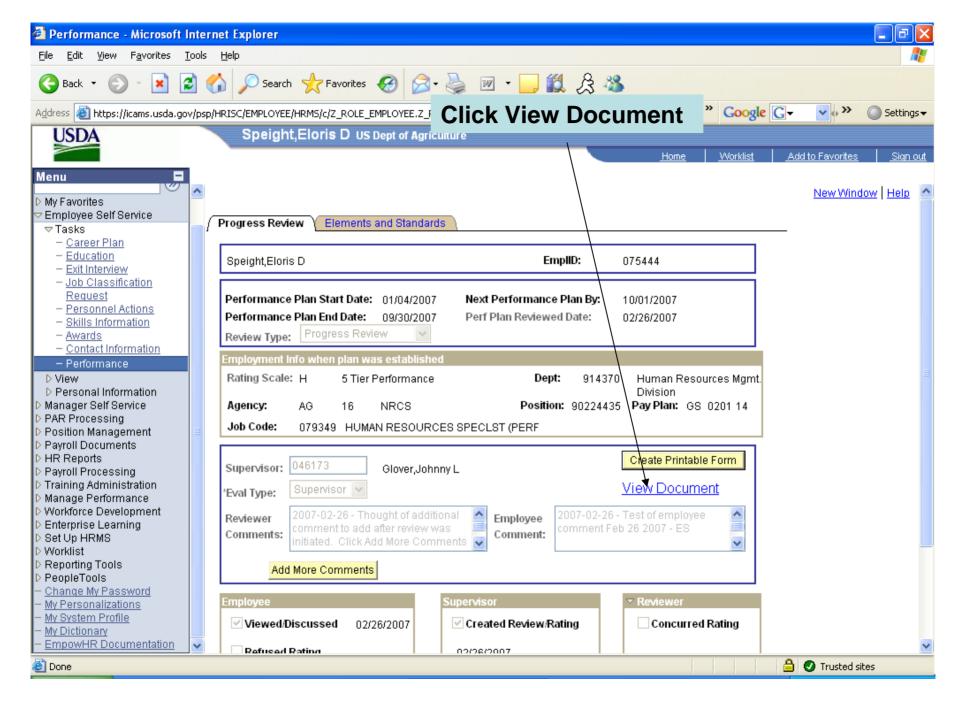
Return to Search Progress Review | Elements and Standards

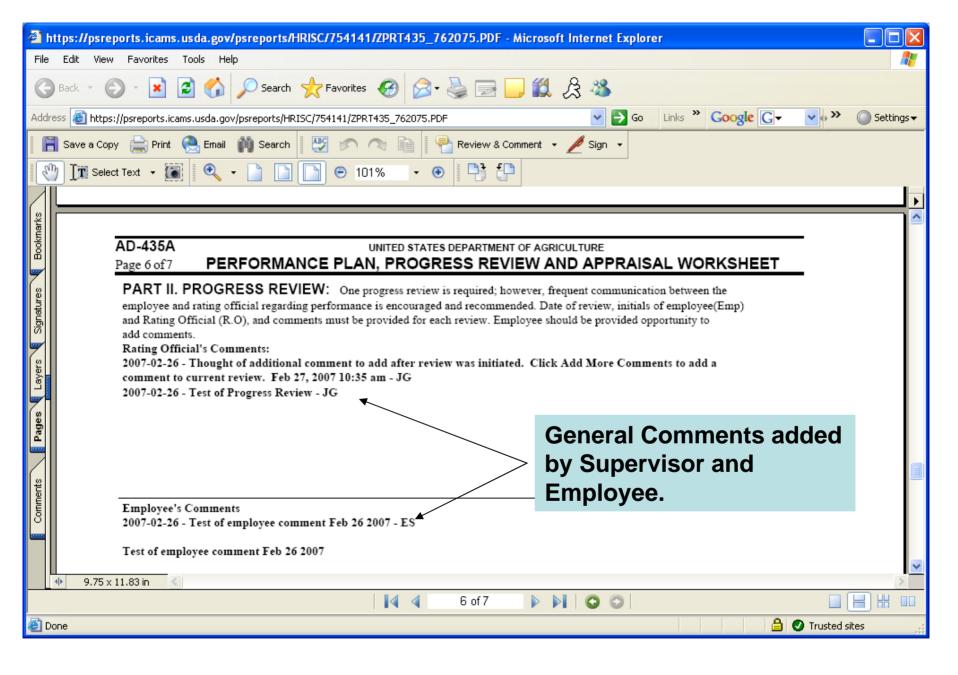
Save

Previous tab

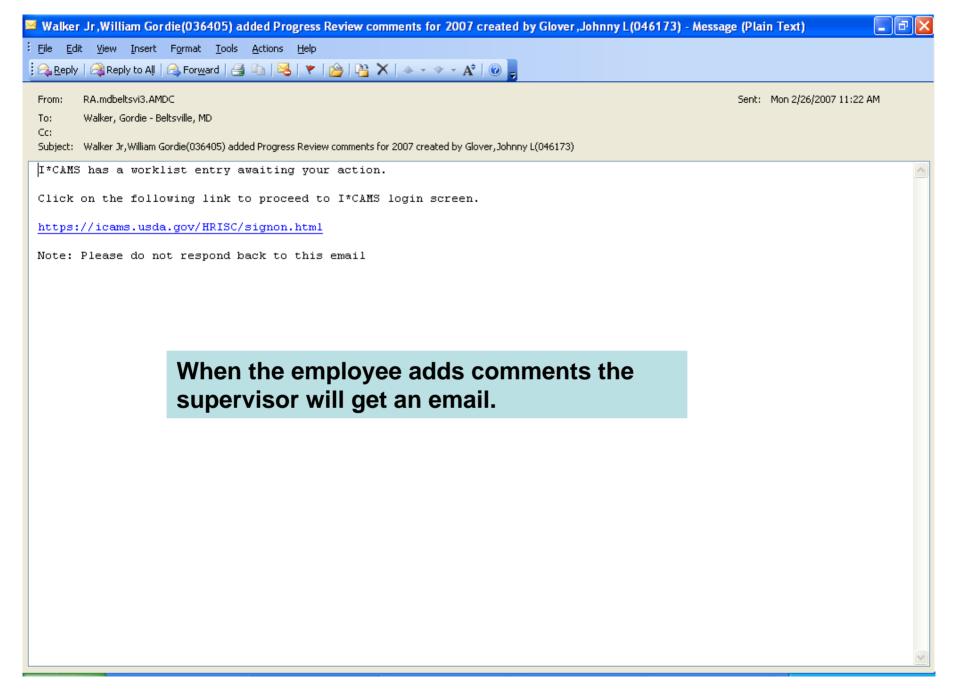
Next tab

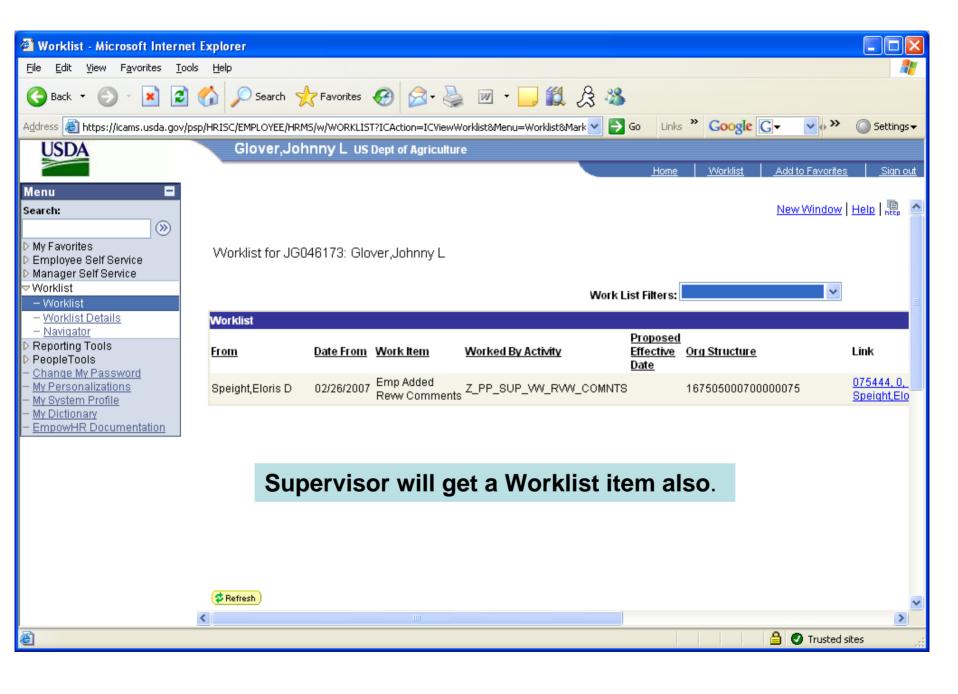


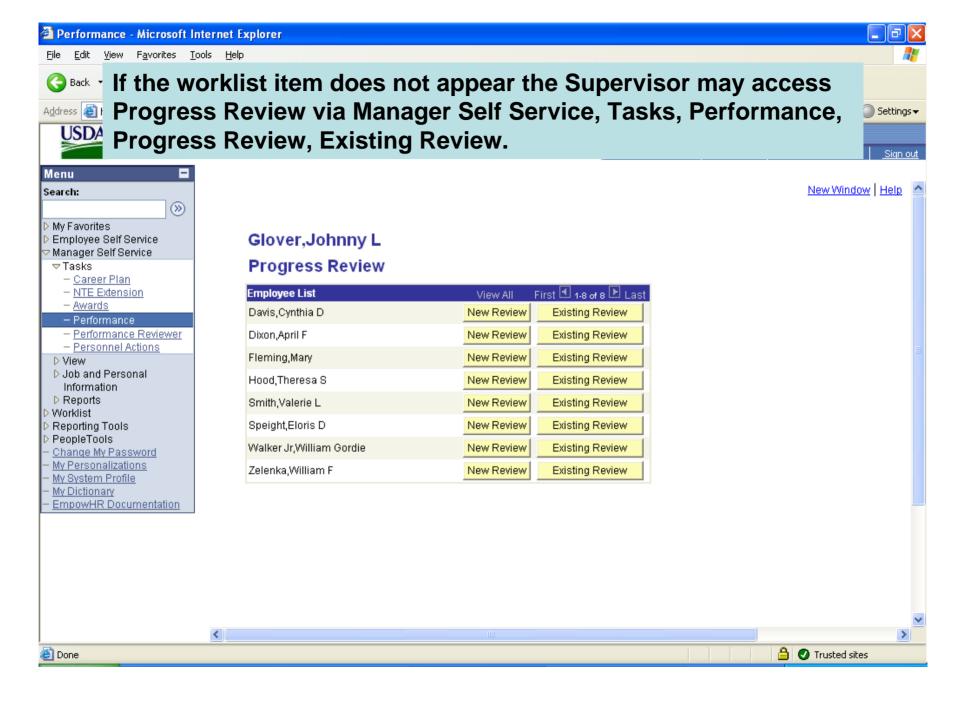


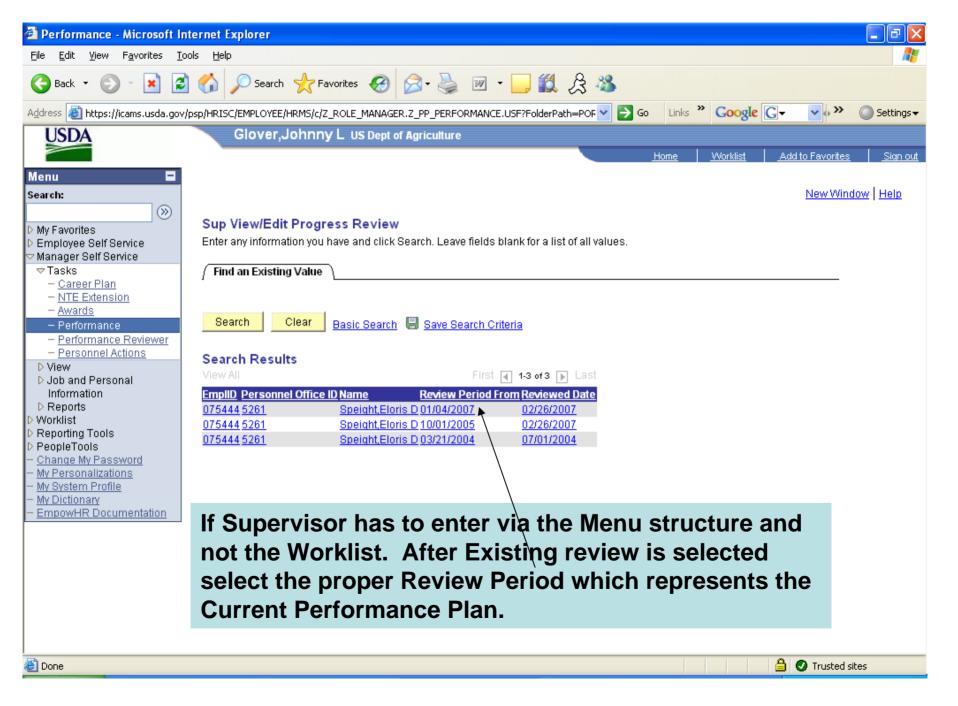


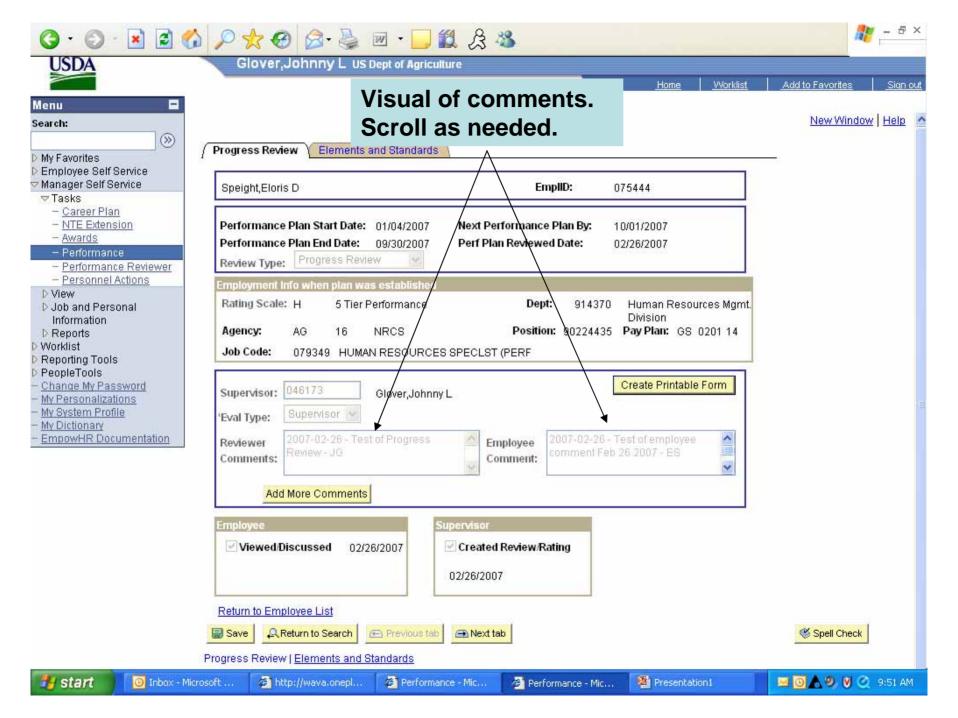
Supervisor Review of Employee Comments















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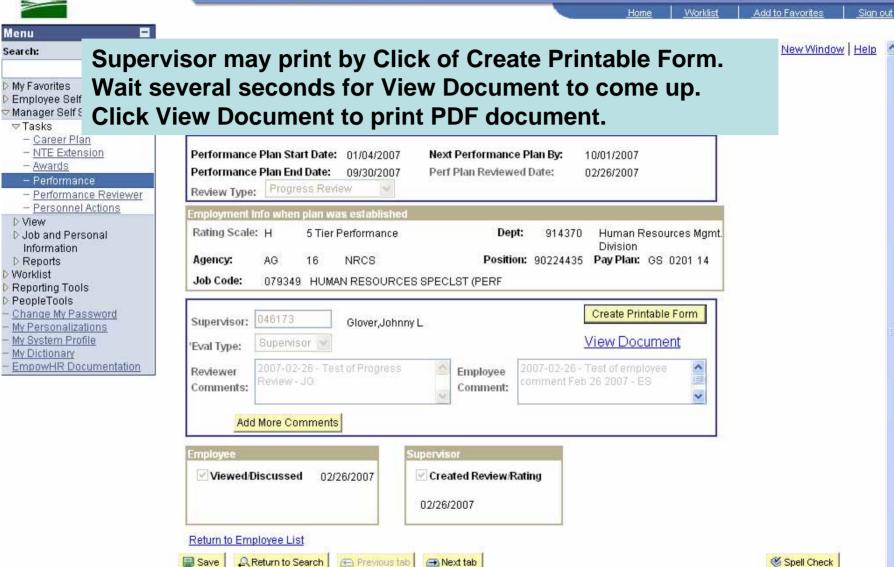
Visual of comment on specific Element.



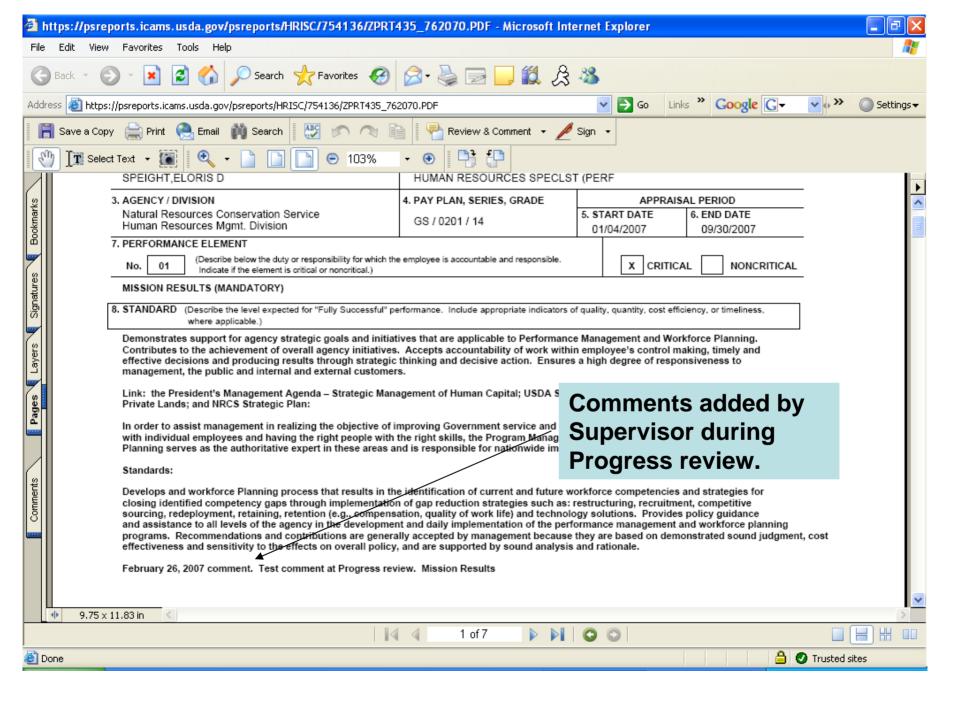


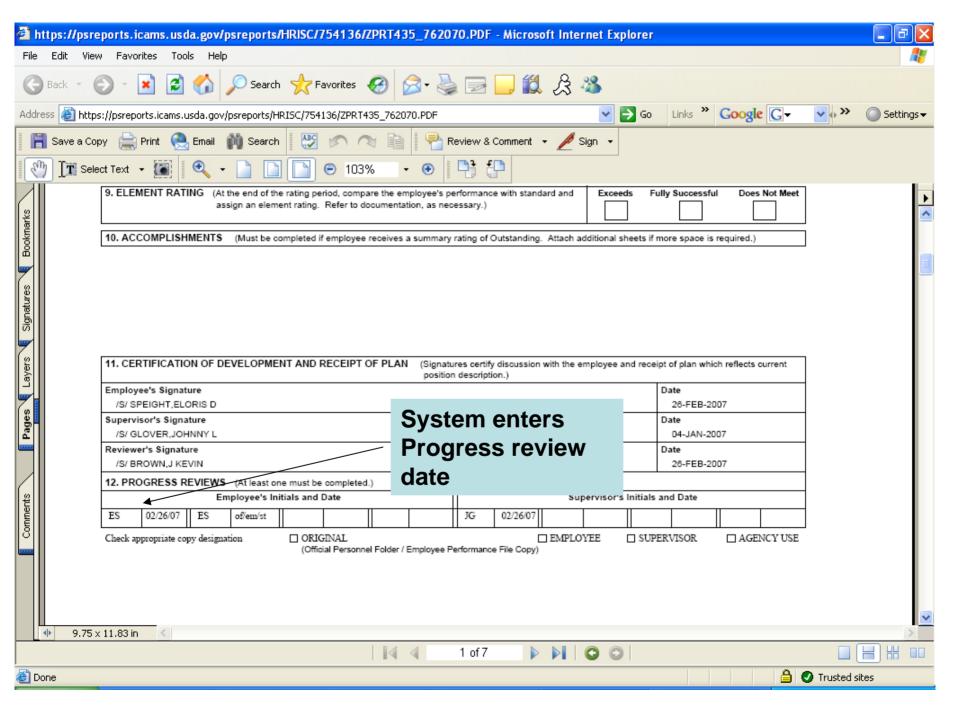


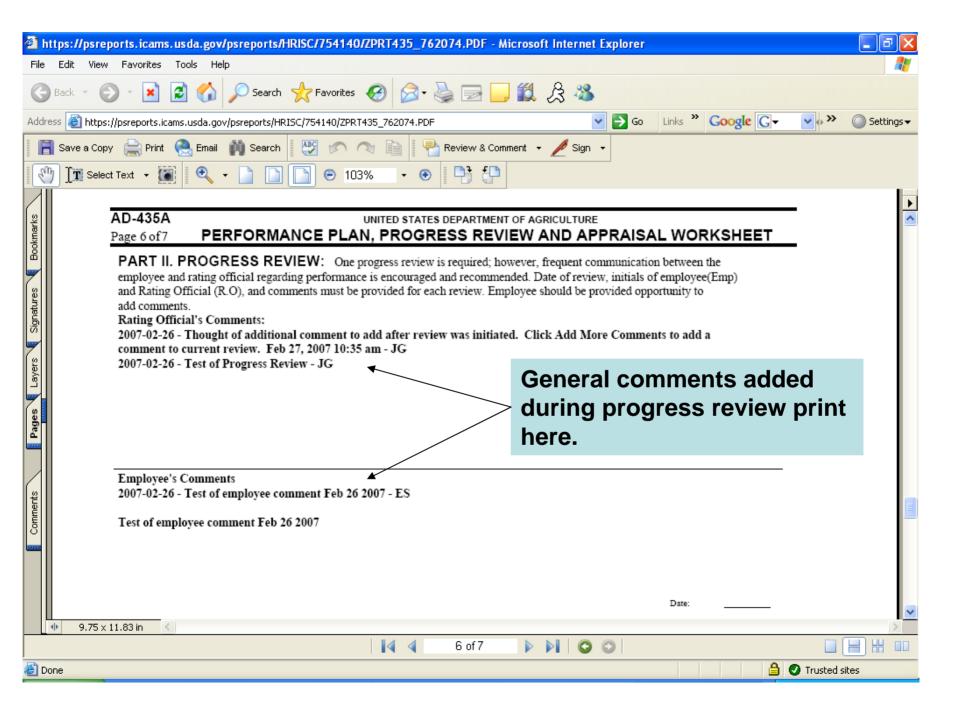
Glover, Johnny L US Dept of Agriculture



Progress Review | Elements and Standards







This process may be accomplished multiple times during the year. Each time you do a new Progress review be sure to replicate the process that is shown here.

Later in the year you will be provided slides that show you the Summary Rating process for end of the Performance Fiscal Year.